STATE OF CALIFORNIA
HDC 0010
(Orig. 05/2001; Rev. 11/2018)

DEPARTMENT OF JUSTICE

CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS)
MISUSE INVESTIGATION REPORTING

2018	Burbank PD
Calendar Year	*Agency Name or Qualifying Sub-Unit of a Non-LE Agency*
1/14/2018	CA0191200
Date	*Originating Agency Identifier (ORI) Number(s) – Attach Additional Paper if Necessary*

Jennifer Moran	Jennifer Moran
Name of Person Completing Form	*Name of Agency CLETS Coordinator (ACC)*
jlmoran@burbankca.gov	jlmoran@burbankca.gov
E-Mail Address of Person Completing Form	*E-Mail Address of Agency CLETS Coordinator (ACC)*
(818) 238-3141	(818) 238-3141
Phone Number	*Phone Number*

1. ***Total number of investigations performed related to CLETS misuse:*** 0

2. ***Total number of misuse investigations with <u>NO</u> misuse found:*** 0

3. ***Total number of misuse investigations still pending:*** 0

4. ***Total number of <u>founded</u> misuse violations from investigations:*** 0

   A. Total numbers for administrative actions taken on founded misuse violations[1]:

Counsel		Reprimand		Training		Suspension	
Resignation		Termination		Other[2]		No Action[2]	

   B. Total number of criminal complaints filed:

Infraction		Misdemeanor		Felony	

   C. Total number of convictions from criminal complaints:

Infraction		Misdemeanor		Felony	

5. ***How many misuse investigations originated from the following:***

   A. Private Citizen Complaints ____ B. Internal Within Department ____

   C. From Another Agency ____ D. Department of Justice ____

Regardless of whether your agency had any reported misuse, submit this form by February 1 of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information please refer to the Department of Justice information bulletin 18-07-CJIS on the California Law Enforcement Web (CLEW).

[1]Total number of actions taken may exceed total number of founded misuse violations.
[2]If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.

California Department of Justice
CLETS Administration Section
P.O. Box 903387
Sacramento, CA 94203-3870

Phone: (916) 210-4240
Fax: (916) 227-0696
Email: cas@doj.ca.gov